



## QUICK START GUIDE



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# Overview


Your Dell computer is preconfigured with Ubuntu if you opted for it during purchase.

This document describes how to perform basic functions with your computer running Ubuntu operating system and also includes reinstallation steps for Ubuntu operating system.

You have two modes of operating your computer running Ubuntu.

- Dell customized mode with a Launcher
- Classic Ubuntu mode

The two modes have been described in the following chapters.

To learn more about Ubuntu operating system, see **Help and Support** (Click  → **System** → **Help and Support**).

# Getting Started With Your Dell Desktop

The Dell Desktop launches when you turn on your computer with Ubuntu® operating system.

To turn off the Dell Desktop Launcher, click the  and select **Switch Desktop Mode** → **Classic Desktop**. See “Getting Started with Your Classic Desktop” on page 8 for instructions about getting started with Classic Desktop.



## Getting Started With Your Dell Desktop

### 1 **Launcher**

The Launcher organizes applications and website bookmarks into categories. To access an application using the Launcher, click on a Category, and then click on the application, or click on a bookmark to view the website in a new tab. You can customize the Launcher to contain the applications and website bookmarks you use most frequently by using the Plus Icons.

### 2 **Desktop**

Right-click on the background for a menu that will allow you to change the background image.

### 3 **Categories**

Click on a category to view a list of applications and bookmarks.

### 4 **Home Icon**

Click on this icon to minimize all windows and to display the Launcher.

### 5 **Ubuntu Icon**

Click on this icon menu to access **Preferences**, **Places** (useful file locations), and **Help and Support**.

### 6 **Running Tasks**

Click the required tab to view the associated window.

### 7 **Panel**

The panel provides quick access to open running tasks on desktop, or to frequently-used programs, files, or utilities on your computer.

### 8 **Search Icon**

Click on this icon to search for files and folders.

### 9 **Battery/Charging Status Indicator**

Click on this icon to know the status of the battery.

### 10 **Network Status Indicator**

Click on this icon to know the network signal strength.

**11 Volume Control Icon**

Click on this icon to adjust the volume of the computer.

**12 Notification area**

Includes a clock and icons associated with programs.

**13 Plus Icons**

Click the upper Plus Icon to add or remove a category from the Launcher. Click the lower Plus Icon to add applications or website bookmarks.

# Getting Started With Your Classic Desktop

## Starting an Application

1. Click the **Applications** menu.
2. Select the appropriate category and application.

## Customizing Your Desktop

### Personalizing the panel

You can add frequently used utilities and applications to the panel by performing the following procedures:

1. Right-click on the panel and select **Add to Panel**.
2. Select an application in the **Add to Panel** dialog box and click **Add**.

## Adding and Removing an Application Icon on Your Desktop

You can add an icon on your Desktop to launch a frequently-used application.

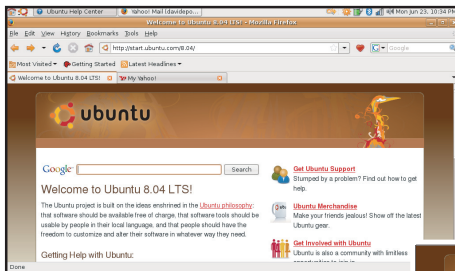
1. Select an application in the **Applications** menu.
2. Drag and drop the application on to the Desktop.

To remove an application icon from your Desktop, drag it into the trash bin.

# Getting Started with Ubuntu®

## Quickly Viewing a Window Full Screen

Press the **Windows®** key  to toggle between standard view and full screen view.






## System Preferences and Administration

From the **System** menu you can control the appearance and operation of your computer and get help.

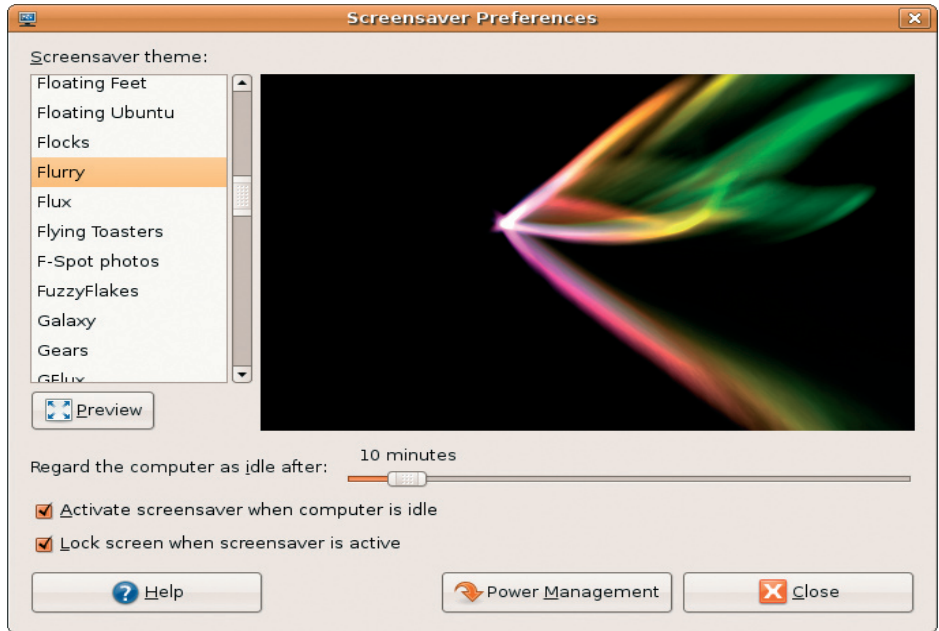
- Select **Preferences** for settings of themes, keyboard shortcuts, and power management.
- Select **Administration** to manage computer monitors and configuration tools functions such as network, printing, and users and groups.

## Setting Screensaver Preferences


1. Click  → **System** → **Preferences** → **Screensaver**.

The **Screensaver Preferences** window appears.

2. In the **Screensaver Theme** list, select **Blank** for a blank screen, select **Random** for a random screensaver, or select a screensaver of your choice.
3. Adjust the slider for the length of time that you want your computer to idle before the screensaver turns on.
4. Ensure that the **Activate screensaver when computer is idle** checkbox is selected.
5. If you want the screensaver to lock the screen, select the **Lock screen when screensaver is active** checkbox.
6. Click **Close**.



## Browsing Files and Folders Using Nautilus

The **Nautilus File Manager** allows you to view, create, organize, and search for your files and folders using an interface similar to a web browser. To open Nautilus, click  → **Places** → **Home Folder**.

### Using Bookmarks

Bookmarks in Nautilus are similar to bookmarks in a web browser. Use the bookmarks feature to help you quickly open frequently-used folders.

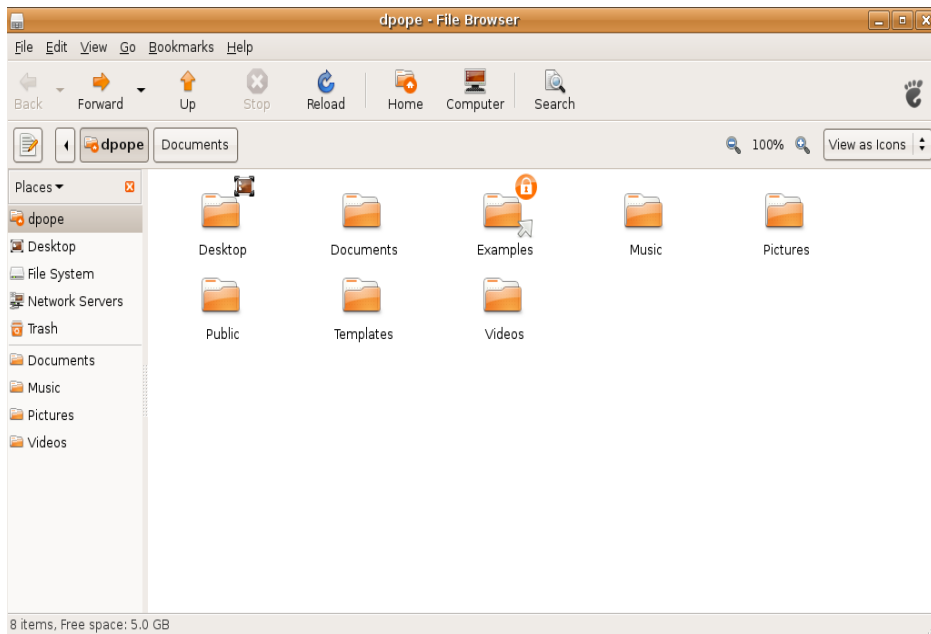
#### To add a bookmark

1. Browse to the folder that you want to bookmark, and open it.
2. Click **Bookmarks** → **Add Bookmark** or press <Ctrl><D>.

The bookmark will appear in the **Bookmarks** menu and in the lower portion of the side pane.

## Creating a New Folder

1. Browse to the location where you want to create the new folder.
2. Click **File** → **Create Folder**, or right-click and select **Create Folder**, or press <Shift><Ctrl><N>.
3. Name the folder and press **Enter**.



## Using the Firefox Web Browser

You can browse the web using the Firefox web browser. The Google search box allows you to search the web using Google search engine directly from the toolbar. Tabbed browsing means you can have multiple pages open, but contained within the same browser window.

### Using Tabbed Browsing

To open a new tab, go to **File**→**New Tab** or press <Ctrl><T>.

To close a tab, click the close button on the tab or press <Ctrl><W>.

### Using Bookmarks

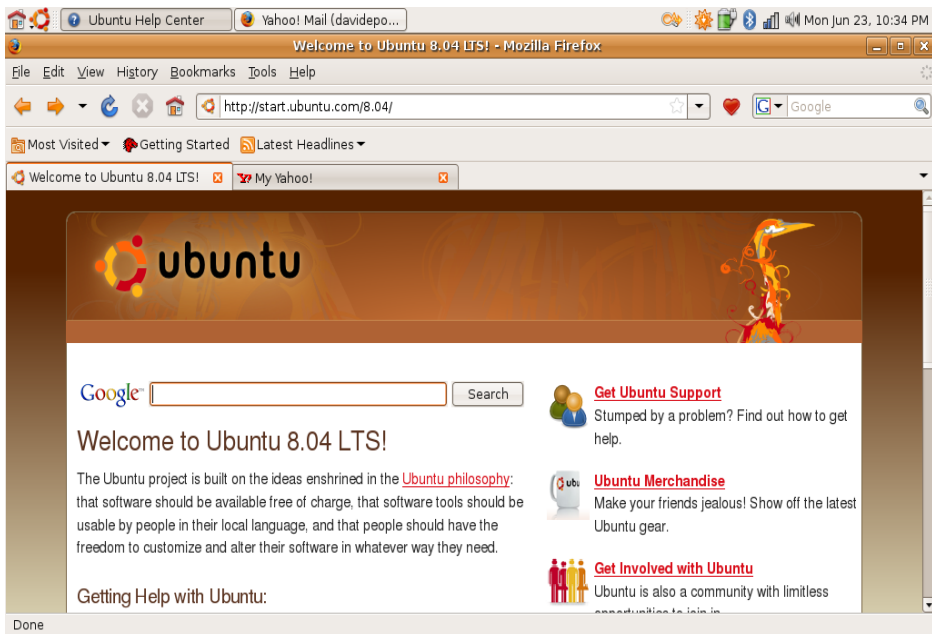
1. To bookmark a page, click **Bookmarks**→**Bookmark This Page** or press <Ctrl><D> or to bookmark a group of tabs, select **Bookmarks**→**Bookmark All Tabs**.

2. Select a folder for the bookmark and click **Add**.  
Bookmarks saved to the **Bookmarks Toolbar Folder** appear on the Bookmarks Toolbar.
3. To organize and edit your bookmarks, click **Bookmarks**→**Organize Bookmarks**.

### Adding Bookmarks to the Launcher


If you have Dell Desktop enabled, you can add web site bookmarks to the Launcher from within Firefox.

1. To add a bookmark to the Launcher, click **Bookmarks**→**Bookmark in Launcher** or press <Ctrl><Shift><D>.
2. Select a category and click **Apply**.



## Instant Messaging with Pidgin

The Pidgin messaging client allows you to use multiple types of instant messaging accounts and protocols all at once.

1. Click  → **Applications** → **Internet** → **Pidgin Internet Messenger**.
2. If you are opening Pidgin for the first time, in addition to your Buddy List, an **Accounts** dialogue box will prompt you to add accounts.
3. Click **Add**.
4. Select the **Protocol** of the account that you want to add, enter the required information, and click **Save**.
5. Close the **Accounts** dialogue box and, optionally, the **Buddy List**.

You can access the Pidgin menu options by right-clicking on the Pidgin icon on the top panel.

## Importing Digital Photographs

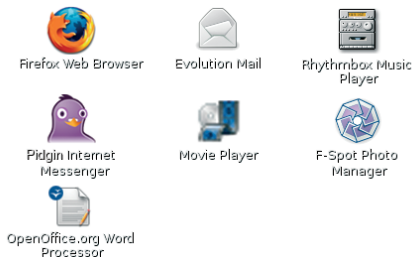
To import photos from your camera:

1. Plug-in and switch on the camera by placing it in review mode.
2. Click on **Import Photos**.  
A preview of the photos appear.
3. Choose a location on your hard drive to save your photos and click **Import**.


## Applications in Ubuntu

Ubuntu comes with a wide variety of pre-installed applications.

Some of the most frequently-used applications include the following:



## Adding and Removing Applications

1. Click  → **Applications** → **Add/Remove**.
2. To add an application, select the required application checkbox. To remove an application, deselect the required application checkbox.
3. Some applications may require additional supporting applications or will be a part of a bundle. If you still want to install/remove the application, click **Install All/Remove All** in the confirmation window.
4. When you have finished making changes, click **OK**.
5. Check the list of changes you have made in the confirmation window and click **Apply**.
6. Progress windows appear while downloading, installing, and removing applications. Once the processes finish, the **Changes Applied** window appears.
7. Click **Close**.



## Adding a Printer


1. Click  → **System** → **Administration** → **Printing**.

The **Printers** window appears.

2. Double-click on the **New Printer** icon. The **Add a Printer** wizard will start and your printer is automatically detected.
3. Click **Forward**.
4. The **Printer Driver** settings are automatically set.
5. Click **Forward**.
6. If required, enter a **Description** and **Location**
7. Click **Apply**.

Your printer appears in the **Printers** window. If your printer was not automatically detected, you can set the **Printer Port** and **Driver** manually.

## Connecting to the Internet

1. Click  → **System** → **Administration** → **Network**.
2. Select the connection that you plan to use and click **Properties**.
3. If you are using a wireless or wired connection then set **Configuration** to **Automatic configuration (Dynamic Host Configuration Protocol)**. Otherwise, if your ISP or network administrator has given you an IP address, set **Configuration** to **Static IP address**, enter the address in the **IP address** field and click **OK**.
4. To activate or deactivate network connections, select or deselect the check box next to the required connection in the **Connections** tab of the **Network Settings** window.
5. Click **Close**.

# Restoring Your Ubuntu System

## Ubuntu Reinstallation

If you received an Operating System media with your computer, you can use it to restore your operating system.

➡ **NOTICE:** However, using the Operating System media also deletes all data on the hard drive.

✎ **NOTE:** Your computer may or may not have an optical drive. Use an external optical drive or any external storage device for the procedures that involve media.

To reinstall Ubuntu, you need a Ubuntu OS Recovery media.

## Starting System Restore

1. Turn Off the computer.
2. Plug in an external USB optical disc drive into your computer.

3. Insert the Ubuntu OS Recovery media in the external USB optical disc drive.

✎ **NOTE:** Using the Ubuntu OS Recovery media deletes all data on the hard disk.

4. Turn On the computer.
5. When the DELL logo appears, press <0> immediately.

✎ **NOTE:** The next steps change the boot sequence for one time only. On the next start-up, the computer boots according to the devices specified in the system setup program.

6. When the boot device list appears, highlight **CD/DVD/CD-RW** and press <Enter>.
7. Press any key to **Boot from CD-ROM**. Follow the instructions on the screen to complete the installation.

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**July 2008**

**P/N H840J**

**Rev. A00**

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